



Town of Palisade, Colorado Community Clinic Design Request for Qualifications (RFQ)

ADDENDUM NO. 1

Date: November 18, 2021
From: Janet Hawkinson, Town Manager, on behalf of the Town of Palisade
To: All Bidders of Record
RE: Architecture for Community Clinic Design

Questions received in regard to RFQ with answers:

1. Will responses to questions be provided at one time or as questions are submitted? If questions will be answered at one time can they be provided no later than 11/18?
 - *Questions may be submitted no later than 11/19/2021. Response to questions will be no later than 11/23/2021.*
2. This is titled as a Request for Qualifications but fees are requested and indicated as a part of the evaluation which would suggest an RFP. Which is correct? Are fees to be provided at this point in time?
 - *No - fees are not needed to be provided at this time. We are selecting an architectural firm based on qualifications and if they are able to complete the design in the short time frame required - we are scheduled to have the building shell constructed by no later than the end of 20 with a preferred goal of no later than October 2022 – the interior build out can follow. We need to meet this time line per the grant funding involved with this project.*
 - *As part of the RFQ, show how the firm is qualified to meet this tight time line – show the firm is able to complete design and construction documents by end of spring 2022 and begin construction of the building shell, to be completed as explained above.*
3. Does the scope of services consist of the traditional schematic design, design development, construction documents, bidding/negotiations, and construction administration?
 - Yes
4. Is there a space program available for the clinic or will programming be a required service for the design team?
 - *This will be coordinated with Community Hospital for the space program. This building needs to be designed so that it can be easily modified for successful retail space or restaurant in the future, if the clinic leaves the location. The intent is to design the building for possible future tax generating businesses.*
5. Will the new building be a complete build with full interior finishes?
 - *Yes, including medical equipment and an urgent care center.*

6. Should the selection of furniture, fixtures and equipment be included in the design team services?
 - *No – Community Hospital’s architect will be responsible for these finishes. However, the Architect hired by the Town will need to coordinate as needed with Community Hospital when completing design of the building shell.*
7. Do you envision there being public meetings for the project outside of any required for normal planning approvals?
 - *Yes, however staff of Palisade will assist with open houses – estimate 1 public meeting*
8. What is the intended project delivery method? Will it be Design/ Bid/ Build or Construction Manager /General Contractor?
 - *Our original intent was that the project be a Design/Bid/Build delivery method. However, we have identified a schedule and budget for this project. We ask that the Architect propose a delivery method that will meet both. It is critical that both schedule and budget be maintained.*
9. If the project delivery is not Construction Manager /General Contractor who will provide cost estimation services if required?
 - *The architect will provide cost estimation services. This building needs to be designed so that it can be built with the funds available at \$2.8 million for the shell and \$750,000 for the interior. The design needs to be developed to meet this total project budget.*
10. What are the physical limits of the site work for the project within the city block shown?
 - *The Town owns the entire lot. A site plan and building lay out are needed, including access, traffic and parking. The clinic building needs to be 6,000 square feet. The old high school gym remains as well as operations of the fire department next door.*
11. Will the scope of work be for the clinic only without additional offices for municipal services?
 - *Yes, the scope of work will be for the clinic only, with a site plan that includes access and parking for the clinic and gym. The scope of work needs to include how the building can be transitioned into future retail/restaurant space.*
12. Will the preliminary concepts previously developed be provided to the respondents of this RFQ?
 - *The preliminary concepts did not take into consideration future use of the building. They were created to scope the size of the clinic needed and construction costs for grant purposes. It is not what the Town is looking for as design for the site or building.*
13. In the Community Clinic Design Factors it is noted that the building is to be flexible for adaptive reuse as commercial space at the end of the clinic lease period. Can you be more specific in the “flexibility” level required since it would be easier for a clinic to become offices or other professional service space?
 - *The building needs to be reused as commercial space for retail or restaurants. This is part of the needed economic development in the Town. Window placement and shape of the building, as well as parking are important to the design to retrofit the clinic into*

retail. A traditional square clinic will not meet the future needs. Hence a different design approach from retrofitting to office is needed.

14. To facilitate a quicker design timeline does the town have current survey (utilities, topography, etc) and geotechnical report information available for the site?

- *The Town is currently obtaining the survey and geotechnical report of the site to facilitate a quicker design timeline.*

15. Will you provide an example of the Town of Palisade's standard professional agreement?

- Yes

16. Is the \$2.8 million dollar budget for construction of the clinic and site improvements only? Or is the cost of abatement and demolition a part of the \$2.8 million dollar budget?

- *The \$2.8 million dollar budget is for the architectural design, construction management, building fees, site improvements and construction of the building shell. The interior of the building is not to exceed \$750,000. This is additional to the \$2.8 million for a total of \$3.5 million proposed total cost of the clinic.*
- *The abatement and demolition is separate from this project.*

17. Who will be a part of the evaluation and selection committee?

- *Community Hospital Executive Directors, Town of Palisade Manager & Mayor & Board of Trustees*

18. Will Community Hospital be a part of the selection committee and/or part of the Owner group during design/construction?

- *Yes, Community Hospital will be part of the selection, design and construction of the clinic, as well as approving interior design, and approving costs of the interior build out.*

The original solicitation for the project is amended as noted.

Respectfully,



Janet Hawkinson, MLAP
Palisade Town Manager